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ABSTRACT

The 50-item bibliography consists of annotated selections divided into these sections: mid-career change, retiring military personnel, post-retirement careers, and guides and manuals and other practical information. The section on mid-career change covers voluntary career switches by people wishing to alter the focus of their working life, as well as changes that are forced on an individual by the decline of an industry or by early retirement from a civilian or military career. Included under post-retirement are new careers begun by retirees bored with inactivity or by older persons who find pensions inadequate and need the additional income from wages. Volunteer work after retirement is also treated as a second career. Literature is included that discusses both men and women who seek second careers during their working life, without any sex differentiation. The topic of women who take outside jobs after a lengthy period of child-rearing is dealt with only incidentally. Some works with practical information for those persons seeking to change occupations or to start a business are also listed. (Author/SC)

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**A Selected
Bibliography**

Second Careers

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March 1973

SECOND CAREERS

A Selected Bibliography

Compiled by

Carol H. Kelleher

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INTRODUCTION

The pattern of a single lifetime job or occupation followed by retirement is giving way to a trend of second careers. A change in mid-life from one occupation to a different field is no longer considered unusual, and retired persons are proving themselves willing and able to reenter the labor force successfully in a new position. Increased job mobility has resulted from a combination of factors: an evolving technology requiring flexibility of skills; desire for personal freedom and job satisfaction; a longer lifespan to be filled with activity; increased availability of education and training, and the realization that a diverse economy offers a variety of opportunities to the person with the ability to adapt to new requirements.

This bibliography selects some of the more important literature dealing with career change. The section of mid-career change covers voluntary career switches by people wishing to alter the focus of their working life, as well as changes that are forced on an individual by the decline of an industry or by early retirement from a civilian or military career.

Under post-retirement, we include new careers begun by retirees bored with inactivity or by older persons who find pensions inadequate and need the additional income from wages. Volunteer work after retirement is also treated as a second career.

We have included literature that discusses both men and women who seek second careers during the course of their working life, without any sex differentiation. The topic of women who take outside jobs after a lengthy period of child-rearing is considered to be a separate and extensive subject, and is not dealt with here, except incidentally.

We have also listed some works with practical information for those persons seeking to change occupations or to start a business.

MID-CAREER CHANGE

Aun, Emil M. New horizons for aerospace engineers. MANPOWER. January 1971. pp. 2-8.

The Technology Mobilization and Reemployment Program of the U.S. Department of Labor's Manpower Administration moves displaced aerospace engineers, scientists and technicians into new jobs. A study identified 55,000 professional jobs that could be filled through 1975 by laid-off aerospace workers. In programs of short-term supplementary education to aid in transition to a new career, the average age of the participants was 48.

Careers--Should you make the switch? INDUSTRY WEEK. January 31, 1972. pp. 22-27.

This article records a case study for each of three points in life when a career change becomes attractive: early, during college study or in the first few years of work; by about age 40, during a "mid-life career crisis"; and around age 55, when early retirement can lead to a new career.

Constandse, William J. A neglected personnel problem. PERSONNEL JOURNAL. LI (February 1972). pp. 129-133.

Explores some of the factors contributing to a "mid-life crisis" that may impel a man to change his career.

Cranston, Alan (U.S. Senator). Aerspaced out. PLAYBOY. March 1972. pp. 99, 106, 162 ff. (Reprinted in CONGRESSIONAL RECORD. CXVIII, 32, March 3, 1972. pp. S3215-S3218.)

Senator Cranston illuminates many areas where scientific and engineering skills of aerospace workers can be usefully and profitably applied. He points to pollution control, marine biology and oceanography, aviation, mass transit and computer systems to aid health, education and crime fighting.

Entine, Alan. Second careers: Experience and expectations. WHERE HAVE ALL THE ROBOTS GONE? WORKER DISSATISFACTION IN THE '70S. Harold L. Sheppard and Neal Q. Herrick (The W. E. Upjohn Institute for Employment Research). New York, The Free Press, 1972. pp. 161-165.

Reports on the New Careers Program at Columbia University between 1963 and 1969. The project enrolled middle-aged persons wishing to change careers in graduate programs to provide training and accreditation in a new profession. Outlines need for financial support, counseling and short, intensive training for the middle-aged student.

Fine, Sidney A. Older workers in pursuit of new careers. TOWARDS AN INDUSTRIAL GERONTOLOGY. Harold L. Sheppard, ed. Cambridge, Massachusetts, Schenkman Publishing Co., 1970. pp. 39-55.

Dr. Fine analyzes the characteristics of careers through paths of career development and scales of worker function and mobility in terms of work with data, things and people. He then describes new career paths that older workers often pursue, when they change from a career involving physical work, with an emphasis on impersonal things (e.g., work with machinery or on an assembly line), to an occupation involving people and personal contact, such as teaching or service work.

Haug, Marie R. and Marvin B. Sussman. The second career--variant of a sociological concept. TOWARDS AN INDUSTRIAL GERONTOLOGY. Harold L. Sheppard, ed. Cambridge, Massachusetts, Schenkman Publishing Co., 1970. pp. 123-131.

There are certain personal or occupational "push" or "pull" factors that may lead a worker to seek a second career. Some "push" phenomena are structural determinants of an occupation, as the age when a commercial pilot must cease flying; the early end to a first career -- as in the military; elimination of an occupation by rapid social or technological change; or dissatisfaction and a desire for change. Some "pull" factors are status, pay or security of a new career, or a minimal entrance requirement for specialized training. Some of these factors are discussed and related to the results of a survey of 324 graduates of rehabilitation counseling training programs, comparing characteristics of the first and second careerists in the group. The second careerists were, on the average, older, mostly over 35, were economically better off, were previously established in a middle-class occupation, had more positive, humanitarian reasons for entering the counseling field than did the first careerists, and were more likely to see it as an upwardly mobile profession.

Hearn, Hershel L. Aging and the artistic career. THE GERONTOLOGIST. Winter, 1972. pp. 357-362.

Many second-career artists are interested and trained in their art form from childhood, but most find that the exigencies of supporting a family make it necessary to rely primarily on another career for financial security. At middle age or later, when the artist is financially secure, he may retire to work exclusively in his art -- viewing this retirement as the beginning, rather than the end, of his creative life.

Heistand, Dale L. CHANGING CAREERS AFTER 35. New York, Columbia University Press, 1971. 170 pp.

A study of men and women who made a major career shift after the age of 35 -- a shift that required at least a year of graduate or professional education to complete. Examines the motives, aims, problems and achievements of such students, and sheds some light on the variable and often arbitrary admissions policies of universities toward older students.

Jaffe, A. J. Occupational mobility. THE MIDDLE YEARS. (A special issue of INDUSTRIAL GERONTOLOGY.) September 1971. pp. 42-53.

A statistical analysis of occupational mobility of workers in the middle years, considering motivation, age, occupation and education.

Johnson, David B. and James L. Stern. Why and how workers shift from blue-collar to white-collar jobs. MONTHLY LABOR REVIEW. October 1969. pp. 7-13.

A study of blue-collar workers who shifted into white-collar jobs yields information about mobility patterns and paths of change. The study results have implications for employers' personnel requirements and both private and governmental employment counseling programs.

Kimball, Richard T. Planned professional manpower mobility. CONFERENCE BOARD RECORD. IX, 9, September 1972. pp. 54-58.

In the future, increased job mobility will result from managers' desire for efficiency and vitality in a department, and from employees' demands for job satisfaction. The adaptable worker will find job security in his own ability to add to his knowledge and market his skills. Professional mobility should be encouraged by such measures as portable pensions, flexible organization and workload and assistance with job finding.

Lachter, Lewis E. Are you considering a second career? ADMINISTRATIVE MANAGEMENT. XXXII, 4, April 1971. pp. 28, 32.

Case studies of executives who have left administrative management to make a new start. Many can be characterized as highly motivated, to whom salary is not a major factor, but for whom job challenge and personal fulfillment are of prime importance.

McLean, Catherine D. and Rex S. Lucas. NURSES COME LATELY: THE FIRST FIVE YEARS OF THE QUO VADIS SCHOOL OF NURSING. ERIC Reproduction Service, P.O. Drawer O, Bethesda, MD, 20014, 1970. Order No. ED044633. 56 pp.

A study of attitudes and accomplishments of the Quo Vadis School of Nursing in Ontario, which accepts students only between the ages of 30 and 50. Most students were previously employed in other occupations, and nursing is thus a new career for them. The study reports these older nurses to rate equal or higher in knowledge and competence compared to other recent graduates.

Recycled aerospace men enter construction. ENGINEERING NEWS-RECORD. 189, September 7, 1972. p. 46.

Training programs at Oregon State University and Seattle University are helping unemployed aerospace engineers (aged 29-58 in one sample) find new jobs in construction or consulting engineering. The programs are part of a project of the National Society of Professional Engineers and are funded by the U.S. Department of Labor.

Rhodes, Milton. Career switch? How to get started quickly in the new position. PERSONNEL JOURNAL. LI, September 1972. pp. 684-687.

To the person who has recently switched careers, the author advises such things as quickly absorbing the terminology of the new career field, studying the new manager's requirements, learning about the attitudes and knowledge of coworkers and making use of educational tools like books, journals, seminars and academic courses.

Saben, Samuel. Occupational mobility of employed workers. MONTHLY LABOR REVIEW. XC, 6, June 1967. pp. 31-38.

"A recent BLS study found that about 5 1/2 million of the almost 70 million Americans employed in January 1966 were working in an occupation different from the one they were in January 1965." Forty percent of these were over 35 years of age. The study analyzes demographic factors, such as age, sex and color; the types of occupations involved in the changes, and various economic factors related to job change.

Schlossberg, Nancy K. MEN IN TRANSITION: A STUDY OF ADULT MALE UNDERGRADUATES AT WAYNE STATE UNIVERSITY, 1967. (An unpublished 46-page study, available from the author, an Associate Professor, Educational Guidance and Counseling, Wayne State University, Detroit.)

In exploring the motives of these over-35 undergraduates for returning to school, it was found that the major factor was the job, including both hope for advancement and impending retirement. The study brought out a need for flexibility on the part of administrators and increased counseling for older students, if adult education for new jobs is to be facilitated.

Second careers as a way of life: A symposium. VOCATIONAL GUIDANCE QUARTERLY. XX, 2, December 1971. pp. 87-118.

1. Sheppard, Harold L. The emerging pattern of second careers.
2. Ullman, Charles A. Second careers for military retirees.
3. Cooperman, Irene G. Second careers--war wives and widows.
4. Samler, Joseph. A second look at second careers.

Three articles from a symposium at a convention of the American Psychological Association present three different aspects of the second career trend. Sheppard considers the possibility of multiple careers and presents his findings from a survey of male workers in which he analyzed characteristics of potential candidates for second careers. Ullman discusses the Department of Defense REFERRAL Program consisting of counseling service and a computerized man-job matching system that assists retiring servicemen in obtaining second careers. Cooperman tells of a program of the Veterans Administration that gives financial assistance and educational and vocational counseling to wives and widows of veterans to assist them in finding a second career. Samler's article provides a commentary on the three presentations.

Seidenfeld, J. Martin. The case of the lost executive. NATION'S BUSINESS. March 1970. pp. 68-74.

Emphasizes the importance of psychological analysis -- alone or with professional help -- for the worker uncomfortable in his job. Such aid can facilitate adjustment or point toward a satisfactory second career.

Sheppard, Harold L. Mid-career blues. WHERE HAVE ALL THE ROBOTS GONE? WORKER DISSATISFACTION IN THE '70S. Harold L. Sheppard and Neal Q. Herrick (The W. E. Upjohn Institute for Employment Research). New York, The Free Press, 1972. pp. 153-160.

The "mid-career blues" have previously been treated as a white-collar and professional syndrome, but a study shows a marked dissatisfaction among blue-collar workers who, in middle age, feel a discrepancy between their aspirations and achievements.

_____. The emerging pattern of second careers. NEW PERSPECTIVES ON OLDER WORKERS. Kalamazoo, Michigan, The W. E. Upjohn Institute for Employment Research, 1971. pp. 71-80.

In a survey of white male union workers aged 40 or more, Sheppard found that 35 percent were second-career candidates, based on variables of achievement values, aspiration-achievement discrepancy and autonomy on the job.

Stetson, Damon. STARTING OVER. New York, Macmillan, 1971. 258 pp.

Hundreds of examples of people who have entered second careers. Cases of men who left the metropolitan executive "rat race" for a small town job or philanthropic service at lower pay; notes on the famous who changed careers -- Ronald Reagan, Paul Gauguin; changes in groups like advertising men, financiers, university presidents and public officials; a chapter on women who embark on an outside career in middle age after raising a family; a chapter on post-retirement second careers. Cases are interspersed with analyses of causes and symptoms of mid-career mobility, discussion of social and economic changes, new technology and the need for continued individual education and institutional flexibility.

Troll, Lillian and Nancy Schlossberg. How age biased are college counselors? INDUSTRIAL GERONTOLOGY. 10(Summer 1971). pp. 14-20.

The study examines the extent to which college counselors are biased against middle-aged and older persons, particularly as they wish to make a career switch. More than half the sample showed some age bias.

Weber, Arnold R. A "second career" for older workers. MANPOWER. June 1969. pp. 19-21.

An essay on the need for making second careers possible for older workers through retraining. Suggests a policy of continual training in parallel skills to allow workers to shift to an easier job if declining vigor makes a first job difficult.

RETIRING MILITARY PERSONNEL

Angel, Juvenal L. MATCHING ARMED FORCES TRAINING TO CIVILIAN JOBS. New York, World Trade Academy Press, distributed by Simon & Schuster, 1971. 536 pp.

Classifies jobs for which high school, junior college, vocational or college education is necessary; matches training of the several military branches to civilian employment, and includes advice on resumes, job-finding techniques and financial aid.

Biderman, Albert D. The retired military. HANDBOOK OF MILITARY INSTITUTIONS. Roger W. Little, ed. Beverly Hills, California, Sage Publications, 1971. pp. 123-163.

The Department of Defense has instituted programs of counseling and assistance for second careers in civilian life. A two-step pension has been suggested, allowing a lower pension during the second-career years, and raising payments at 55 or 60. Studies have been made to determine correlations between military and civilian jobs and skills, to aid in employment counseling.

_____ and Laure M. Sharpe. The convergence of military and civilian occupational structures--evidence from studies of military retired employment. AMERICAN JOURNAL OF SOCIOLOGY. 73(January 1968). pp. 381-399.

Studies of retired military men show that skills and experience learned in the service can be successfully transferred to civilian jobs, particularly in the governmental and institutional sectors. Pre-retirement training yields better results in finding a job, and success in the military can be positively related to success in civilian work.

Collings, Kent J. THE SECOND TIME AROUND: FINDING A CIVILIAN CAREER IN MID-LIFE. Cranston, Rhode Island, Carroll Press, 1971. 180 pp.

A book on pre-retirement planning, this contains facts about military pensions, physical and emotional symptoms of middle age, discussions on age discrimination and anti-military bias of colleges and employers, higher education and separate chapters on teaching and selling as second careers.

Mailler, James R. Army and labor program for "second careerists." EMPLOYMENT SERVICE REVIEW. V, 9, September 1968. pp. 28-31.

Second-career counseling for retiring career servicemen conducted by the Department of Defense in conjunction with the U.S. Employment Service and affiliated state employment agencies.

Quartley, Christopher J. A new challenge: Placing retired military personnel. JOURNAL OF COLLEGE PLACEMENT. No. 23(February 1963). pp. 69-78.

Outlines some of the difficulties of retired military seeking second careers, such as problems of job skills; labor market competition in certain geographic areas of high retired-military concentration; lower civilian salary; age; possible social or psychological bias for or against the military, or legal restrictions preventing conflict of interest.

Sharpe, Laure M. and Albert D. Biderman. Out of uniform. Part I, The employment experience of retired servicemen who seek a second career. MONTHLY LABOR REVIEW. January 1967. pp. 15-21. Part II, Educational attainment seen as a key factor for retired servicemen in the establishment of a second career. MONTHLY LABOR REVIEW. February 1967. pp. 39-47.

This two-part article is based on studies made by the Bureau of Social Science Research and the Department of Defense. It notes the aims and employment patterns of military retired, and finds that about 85 percent had found a job within four months after retirement. Part II examines problems encountered by jobseekers, and draws the general conclusion that the retired serviceman is evaluated in common denominator civilian terms like educational achievement, rather than on the basis of his specific military-acquired skills.

Stanford, E. Percil. Retirement anticipation in the military. THE GERONTOLOGIST. II (1, Pt. 1) Spring 1971. pp. 37-42.

A study of military men in the period just prior to their retirement and entry into a second career. Inquired into their attitudes toward retirement and how attitudes are affected by personal, social and environmental factors.

POST-RETIREMENT CAREERS

Arthur, Julietta K. RETIRE TO ACTION: A GUIDE TO VOLUNTARY SERVICE. Nashville, Tennessee, Abingdon Press, 1969. 254 pp.

Encourages older people to embark on a post-retirement career in volunteer work, citing many persons successful in such new careers and offering information and advice about service organizations in urban and rural areas. Includes government service at home and overseas, such as VISTA and the Peace Corps. Six appendices list addresses of government and private agencies and programs, as well as useful publications.

Aun, Emil M. No one under sixty need apply. MANPOWER. August 1970. pp. 28-32.

About people who find useful paid employment in their later years. Focuses on the services of the Over 60 Counseling and Employment Service.

Lutton, William S. A college where new careers begin at 65. NATIONAL PARENT-TEACHER. January 1958.

A report on the University of California's Hastings College of Law in San Francisco, where all full-time faculty members must be 65 or over.

Institute for Local Self Government. AGING IN CALIFORNIA. Berkeley, California, the authors, 1971. Section E, "Second Careers." pp. 142-163.

A report on programs and agencies in California that employ older persons in profitable, socially useful work. The list includes corporations of senior citizens and community programs of social work, child care, landscaping and business consulting. Appended is a list of California organizations providing employment or referrals for older workers.

Old timers get a new lease on life. FACTORY. January 1961. pp. 57-59.

A report on a typewriter repair business set up for retirees of Royal McBee Corporation in Hartford, Connecticut.

Rush, Diane H. Where no science exists. BUSINESS AND ECONOMIC DIMENSIONS. May 1971.

Experience Unlimited is a nonprofit temporary help agency catering to persons aged 50 or older. The organization uses testing and counseling to help applicants and subsidizes on-the-job training for those entering new occupations.

Shloss, Leon. One for the weak side: Unique governmental aid for small business. GOVERNMENT EXECUTIVE. II, 3, March 1970. pp. 57-60.

Describes activities of SCORE, the Service Corps of Retired Executives, operating under the U.S. Small Business Administration to provide management advice to small businesses.

U.S. Administration on Aging. RECOMMENDATIONS FOR DEVELOPING RSVP, THE RETIRED SENIOR VOLUNTEER PROGRAM. (Prepared by Leo Kramer, Inc.) Washington, D.C., U.S. Government Printing Office, 1971. 409 pp.

A study of all phases of organizing and operating volunteer programs for the retired -- including administration, financing, recruitment and training of volunteers.

Why not start a bank? Or a candle factory? Or make key rings? FORBES. October 15, 1970. pp. 43-47.

An article about retired business and professional men bored with inactivity who have started new careers. Some start consulting firms, others join SCORE (Service Corps of Retired Executives) to advise small businesses, or IESC (International Executive Service Corps), which sends executives abroad on short-term assignments.

GUIDES AND MANUALS AND OTHER PRACTICAL INFORMATION

Angel, Juvenal. OCCUPATIONS FOR MEN AND WOMEN AFTER 45. New York, World Trade Academy Press, distributed by Regents Publishing Co., 1964. 200 pp.

A guide to job finding for those over 45. Includes very detailed lists of occupations according to aptitudes and functions. Specific information about resumés, interviews, applications. Lists of helpful addresses and bibliographies.

David, William. NOT QUITE READY TO RETIRE: 351 JOBS AND BUSINESSES FOR OLDER WORKERS. New York, Collier Books, 1970. 147 pp.

A down-to-earth guide to procedures and pitfalls of finding a post-retirement job or starting a small business. Suggests hundreds of second careers.

Ford, Norman D. INCREASING YOUR RETIREMENT AND OTHER INCOME. Greenlawn, New York, Harian Publications, 1963. 89 pp.

Help in choosing retirement occupations, including lists of organizations that give referrals or information.

How to earn money in retirement. HARVEST YEARS. November 1967. pp. 19-34.

Includes lists of nonprofit employment agencies for older workers and state employment offices, as well as addresses for information on franchise businesses.

Manpower Administration, U.S. Department of Labor. BACK TO WORK AFTER RETIREMENT. Washington, D.C., U.S. Government Printing Office, 1971. 20 pp.

Fact book suggesting job opportunities for the retired, ways to qualify for jobs through government and private programs and job hunting tips. Includes a bibliography.

Miner, Charles S. HOW TO GET AN EXECUTIVE JOB AFTER 40. New York, Harper & Row, 1963. 183 pp.

A manual of advice and suggestions on the hunt for an executive post.

Morris, Walter. WHEN YOU'VE LOST A JOB AFTER FORTY...A SURVIVAL MANUAL. Englewood, New Jersey, Knabe-North, 1964. 68 pp.

A guide to job finding in middle age.

Null, Gary. PROFITABLE PART-TIME HOME-BASED BUSINESSES. New York, Pilot Books, 1971. 48 pp.

A practical guide to developing small businesses bringing in up to \$150 per week income.



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